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Document No. 4

NO CHANGE in Class. ☐

☐ DECLASSIFIED

Class. CHANGED TO: TS S C

DDA Memo, 4 Apr 77

Auth: DDA REG. 77/174

26 November 1958

Date: 13 MAR 1978 By

MEMORANDUM FOR: Director of Training

SUBJECT : Weekly Report #47
Assessment and Evaluation Staff
19-25 November 1958

1. C/A&E briefed [] on the functions of the A&E Staff as part of his preparation for assuming his duties as training officer for NEA.

2. Arrangements have been made to brief Messrs. [] and one other new instructor in IS concerning A&E functions, on 8 and 9 December.

3. JOT Training

SIC - With the exception of the written project report (just completed and presented orally on Monday), all examination and exercise materials have by now been scored, critiqued, and returned to the students.

Rosters of examination grades were furnished to C/JOTP, during the course, as the scoring of each examination was completed.

American Outlook - [] participated in a faculty briefing on Tuesday. The report forms which were discussed at that briefing are being sent, in quantity, to each faculty member. (Along with the Guidelines for Observation, the Staff furnished C/IS with guidelines for topical organization, derived from the present course topic and the original course notions. These are suggestive only, but might be of value to faculty members in estimating the progress of their committees.)

S&T Course - With the assurance that OTR will now produce an S&T training course in December, we might review some of the considerations with which A&E is directly concerned.

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25X1 The range of course problems originally conceptualized
by [] with the assistance of A&E has been considerably
attenuated in the final course outline. This has resulted
25X1 from considerations other than optimal training procedures.
In our view, [] has done a phenomenal job of pulling
diverse factions together to get this course underway. How-
ever, the multitude of administrative problems has led to a
reduction in time given over to student participation; this
is minimal in relation to the breadth of content encompassed
by the course.

Specifically, the number of student problems
originally planned has been reduced to one reporting problem
during the second week of the course and a requirements
problem and a debriefing problem on the last day of the course.
The time allotted to accomplish and critique these problems
also represents a bare minimum. In view of these considera-
tions we are recommending that for the initial running of
the course the main value of these exercises be considered in
terms of information for the student and for the instructor,
rather than for use by the supervisor. The relative amount
of time in which the student is given an opportunity to
practice or manipulate concepts or problems specific to S&T
operations precludes, in our opinion, using the problems as
devices to evaluate his proficiency or capability along this
line.

Recognizing that there were many facets to the complex
problem of getting the course started which did not bear
directly on the evaluation effort, we have endeavored to
support it any way possible. It is our belief and sincere
hope that after the first running has become an accomplished
fact, a more flexible framework will exist in which we can
further support the efforts of [] to make this
course a superior training experience for the student.

25X1 4. OFC - [] visited the Staff on Tuesday
to discuss OFC-revision plans with [] The session
25X1 centered on various methods of familiarizing support personnel
with "the other man's job", and the implications of these
25X1 methods for student activities. Several new notions emerged
which [] will discuss with []

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5. Instructor Training - [] Instructional Techniques Course #32, for TSS personnel, ended on Friday with no casualties. A detailed course report is in preparation.

25X1

6. Personnel Officer Course - An extensive pool of examination items has been prepared, and a first examination drafted for review and try-out.



25X1

Chief, Assessment and Evaluation Staff

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